**To**

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**Sir,**

**Sri/Smt\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, a student of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**is authorized to meet you in your office during the Vacation of the Institute(17th October, 2016 to 5th November, 2016 to discuss with you the various issues in pursuance of his/her Internship Program which is mandatory as a part of LL.B. course curricula.**

**On behalf of the Indian Institute of Legal Studies, I shall be grateful and obliged if your good office will grant access to the student for discussion on all relevant legal issues pertaining to the Internship Programme.**

**I also request you to kindly issue a certificate to the concerned student as an evidence of the visit.**

**Yours sincerely,**

 **Course & Sem\_\_\_\_\_\_\_\_\_­­­\_\_\_\_\_\_\_\_\_\_\_\_**

 **Roll no.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Competent Authority with Seal Student ID.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Indian Institute of Legal Studies.**